



Zieglographia.

or
A New art of Short-writing
never before published.

More safe, small, short, and
speedie than any heretofore.
Invented & composed

By
THOMAS SHELTON
Author and teacher of
the said art
Allowed by Authoritie



caelorum polij et

quatuor trallatim in
luminis protinus et

in aliis quatuor in
luminis protinus et
in aliis quatuor in

luminis protinus et
in aliis quatuor in
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luminis protinus et

in aliis quatuor in

THE EIGHTH OF

TO THE
READER.

Reader: I do here present thee with a New Art of
Writing, that was never before published; and
indeed it was my purpose that this Child should
not have been Born till the Parent had been dead;
but it being the abstract of more than thirty years
study and practise in this Art, I hope it will still be
accounted an untimely Birth, to come forth now,
especially being in a manner unpeopled.

First, By the importunity of many, who conceiv-
ing some difficulty in my former Book, which
was as easie as I could then make it, desired me
to take some pains to invent a more facile way.

Secondly, By the injurious dealing of some, who
without any right to it, for their own sinister ends,
Printed many thousands of my former (though very
excellently) without my consent or knowledge, to
the great abuse of those who desired to learn by
them, and with no small damage to my self.

Thirdly, To encourage the meanest capacities to
the study of this Art; this present new Book having
this to say for it self (and that truly) that it surpas-
seth all former ways of Charactery yet extant,

A { Easiness,
 In { Speed,
 Plainness.

First,

TO THE READER.

First, In easines in Learning, this New Art being totally derived from the twenty four Letters, without charging the memory with many strange Characters, either *Symbolicals*, *Defectives*, or *Collaterals*, as some have called their Rules, whose terms are as amiss doose to ordinary Capacities, as the characters that stand for them. Nay, I have not in this Art made use of so much as one *Roman* or *Secretary* Letter, except in the Alphabet: so that those that can write no other Hand at all may easily attain to this.

Secondly, For the Speed in writing, I have endeavour'd so to frame the Letters to fit each with other, that he that seriously shall peruse this Book, shall find that none could be composed to more advantage for Speed.

Thirdly, For the plainnes in reading of it (the whole Art being derived from the very Letters, & yet each Character apparently distinguished from other) it is impossible there should be any difficulty that way. I say no more, but commend it to thy endeavour, and God's blessing upon it.

From my House, near
the Poultry, next to
the Church.

THO. SHELTON

A
NEW ART
OF
SHORT WRITING

CHAP. I.

Of the Twenty-four Letters.

THE 24 Letters being the sole foundation of all the ensuing Rules in this Art, they are first to be perfectly learned, according to their forms set down in the Copy, that you may be able to make any of them readily without looking on the Copy. I make but one Character for *qu*, because in every word where *q*, is used, immediately *u* followeth it, as in *Question*, *Quantity*, *Quarrel*, *Queen*, and the like.

All the 24 Letters are now so framed, as that you need not take off the Pen to the making of any one of them.

B.

The

The four and twenty Letters.

A
b
c
d
e
f
g
h
i
k
l
m
n
o
p
q
r
s
t
u
w
x
y
z

À
Ç
È
Í
Ñ
À
Ç
È
Í
Ñ
À
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È
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Ñ
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Ñ
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È
Í
Ñ
À
Ç
È
Í
Ñ

CHAP. II.

Of the double Consonants.

Having perfectly learned the former Letters, you may Proceed to the next Rule concerning double Consonants.

All the 24 Letters, except the 5 Vowels; are usually called Consonants, because of their aptness or fitness in the pronouncing and sounding of words; and these are called double Consonants, because they are two of them at least joyned together. The former row are such as usually come in the beginning of words, the latter row in the middle, or ending of words.

These double Consonants, are every one of them made out of the former letters joyned together; concerning the making whereof, you may take notice, that still the second letter is to be joyned where you end the former. As for Example, to write the first of them, which is *bl*, the Character for *b* alone is thus () the Character for *l* alone is thus (-) when they are to be joyned together, draw the Character of *l* from the

A New Art

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foot of *b* thus (~) To write the second, which is *br*, write *b* as before (~) and then make *r* out of the side of *b* thus (~) To write the next, which is *ch*, make *c* which alone is thus (<) and *h* alone thus (o) when they come together joyn *h* to *c* thus (~) *cl* thus (=) *cr* thus (>) and so of the rest, as you may perceive in perusing the Copy of double Consonants.

These double Consonants are no charge at all to Memory, being only the Letters of the Alphabet joyned together; therefore after once or twice writing them over, you will be able to make any of them without looking on the Copy.

Double

Double Consonants, To begin and end words.

bl
br
ch
cl
cr
dr
dw
fl
fr
gl
gr
kn
pl
pr
sk
sl
sm
sp
st
th
tr
tw
wh

ld
lk
lm
lp
ll
lt
mp
nd
ng
nk
ns
nt
rd
rg
rk
rl
rm
pt
rt

2
3
4
5
6
7
8
9
b
k
l
t

CHAP. III.

of the single Vowels, and how to write words with them.

Some of the single Vowels have sometime the sound of a whole word in them, as *A*, *I*, *O*, *A* in these, *A man, a house, &c.* *I* in these, *I will say, I will go, &c.* *O* in these, *O praise the Lord, O that it might,* and such like; when they are so used, the Characters for them must be written: But none of the Consonants, either alone by themselves, or joyned, can properly sound any word without the help of some Vowel.

If a word begin with any of the 5 Vowels, the Character of that Vowel must be written: As for Example, to write the word *At*, write first your letter *a* thus (<) then at the foot of *a* joyn *t* thus (ɔ) To write *Eb*, make your Character for *e* thus (e) and then joyn *b* to it thus (e.) to write *In*, make your letter *i* thus (i) then joyn *n*, to the foot of *i* thus (i)

As

As in these,

All 

Odd 

Erre 

Uls 

If 

And such like.

CHAP. IV.

Of the Places of the Vowels.

W hatsoever Letter it is that beginneth a word, the Character of that Letter must be expressed, whether it be Vowel or Consonant. When a Consonant, or Consonants begin a word, their Characters must be written: but the Vowel or Vowels that follow, are not to be expressed by their proper Characters, but are to be understood by certain places assigned them about the Consonants, which places are five, according to the number of the Vowels, and are disposed as you may see by these following examples.

B C F

The places of the Vowels are constantly about any of the Letters, as you see them stand about these.

The place of the first Vowel, which is A, is evermore just over the head of any Letter, thus :

The place of E is even with the upper part of the Letter towards the right hand, thus :

The place of I just against the middle of any Letter, on the right hand, thus :

The place of O even with the foot of any Letter towards the right hand, thus :

The place of U just underneath any Letter, thus :

Some have observed several places of Vowels behind other Letters, but it hath proved a great hinderance both to speed in writing, and readiness in reading what hath been so written.

There may be some seeming difficulty in placing the five Vowels against those Characters that lye flat, or that go on even in the line,

line, as about L and S, which difficulty is easily removed, as you may see by the Vowels places about those Letters.

L $\frac{a}{u}$; S $\frac{a}{u}$;

Where you see the place of A is still over the middle of the Letter; the place of U just against it under the Letter; the place of E a little higher than the upper corner; the place of O a little beneath the lower corner; the place of I just against the middle of it.

About Characters that are made with slope strokes, as N and D, they are to be placed thus:

About any of the rest of the Letters, the places of the Vowels are easily observed.

CHAP.

CHAP V.

*How to make use of the Vowels
places.*

VVhen any Consonant beginneth a word, the Character of that Consonant must be written, (as I said before) and if a Vowel next follow, take off the Pen (as you must always do when you come at a Vowel) and in the place of that Vowel, write the Letter or Letters that follow the Vowel, disjoyned from the first Consonant, in the Vowels room,: As for example to write the word *bad*, first write the Character for *b* thus (\cap) then the next Letter being the Vowel **A**, whose place is just over the head of *b*, there write the letter following A which is D, disjoyned, thus (\cap) To write *Bed*, make your *b* as before, & then in the place of E, which is even with the upper corner of B, write D, disjoyned, thus (\cap) To wirte *Biz*, write *b*, and in the place of *i*, which is just against the middle of B, let D disjoyned, thus (\cap) *Bad* thus,

thus (~) And thus, (~) as also in
these.

| | | | |
|------|---|-----|---|
| Ball | ~ | Nat | > |
| Bell | ~ | Net | / |
| Bill | ~ | Nit | / |
| Boll | ~ | Not | / |
| Bull | ~ | Nut | / |

and the like.

If two or three Consonants come together they must be all joyned together without taking off the Pen, whether it be in the beginning, middle, or ending of words.

In the beginning of words, as for example, to write the word *blame*, bl must be joyned thus (~) as you find them in the Copy of the *Double Consonants*; then in the place of A write M disjoyned thus (~) To write *shall*, sh must be joyned thus (~) then in the place of A write L, thus (~) To write *fit*, joyned fi thus (~) then in the place of I write T thus (~) as in these following,

Brass

Brass 
 Speak 
 Shun 

What 
 Knit 
 Small 

In the middle of a word, as in these,

Warlike



Warden



Burden



Patron



and the like.

Or in the end of a word, as in these,

Dearth



Wealth



Word



Warm



and the like.

When two Consonants of one kind come
together,

together, as *bb cc dd ff ll*, or the like; if no Vowel come between, one of them may be omitted, as

| | | |
|-----|----------|---------|
| for | { Commit | { Comit |
| | { Affirm | { Afirm |
| | { Bullet | { Bulet |

as you shall find in *Chap. ult.*

When any word endeth with a Vowel, which maketh a Syllable, that Vowel is understood by a prick or period made in the place of it; as for example, to write the word *We*, make your Character for *w* which is thus (and then make a tittle in the place of *E*, thus (To write *So*, make *S* thus (σ-) and then set a prick in the place of *O*, thus (σ-)

As in these

| | |
|-----|---|
| May | ᳚ |
| Be | ᳚ |
| Die | ᳚ |
| Lo | ᳚ |
| Du | ᳚ |

and the like.

When *Y* cometh in the end of the word, write not the Character of *Y*, but set a prick or period in that Vowels place where *Y* is founded,

founded, which is sometimes the place of A,
as in these,

Nay 

Pray 

Lay 

Or in the place of I, as in these,

By 

Cry 

Why 

and the like,

CHAP. VI.

Of Diphthongs, or Double Vowels.

I Assign no places for Diphthongs, though some observe more places for them than for the single Vowels: which besides the inconveniences in writing hath utterly disabl'd many from reading what they have so written, it being not possible to observe 12 or 14 several places exactly about a small Character: For the avoyding of which inconveni-

ence

ence, I observe only the five places of the single Vowels, and no more.

If any demand how them words shall be written, wherein two or three Vowels come together?

I answer, First, if two Vowels come together in the beginning of a word, for the most part one of them is so lightly sounded, that it may be omitted; as in these,

for {Eagle} {Egle}
 {Aire} {Are}
 {Eare} {Ere}

But if there come two Vowels in the beginning of a word, that must of necessity both be sounded, then write the Character of the first Vowel, and in the place of the second Vowel, set the following Consonant: As to write the word *out*, make your Character for O, which is the former Vowel, thus (u) then in the place of U, which is the latter Vowel, write T, thus (y) To write *Oile*, make O as before, and then in the place of I set L, thus (u-) as in these;

Out

Our

Oat

Aim

and such like.

Secondly, if two Vowels come together in the middle of a word ; that is to say, when some other Letters go before, then observe these Rules.

First, As I said before of two Vowels beginning a word, so here oft times one of them doth principally sound the word, and then the other may be spared, as in these,

| | | |
|-----|-------------------------------------|-----------------------------------|
| For | { Deal Either Feefee Guilt | { Dele Ether Feefee Gilt |
|-----|-------------------------------------|-----------------------------------|

Again, if two Vowels come together in the middle of a word, and the sound of neither of them can be spared (as always when the first Vowel belongeth to one Syllable, and the second to another, they must both of necessity be sounded) then leave out the first Vowel, and write the Character of the second Vowel in the place of the first ; as for example,

example, to write *Dier*, write D which is thus (\) and then leave out the first Vowel, which is O, and in the place of O write the Character of the latter Vowel, which is E, thus (e) and then joyn G to E, thus (re) To write *Joel*, make the Character for I, which is thus (r) the next Vowel being O, leave it out, and in the place of O write the Character of the latter Vowel, which is E, thus (e) and then joyn L to E thus (re) As in these,

| | | | |
|-------|---|---|---|
| Dial | ↓ | ↓ | ↓ |
| Ruine | ↓ | ↓ | ↓ |
| Bias | ○ | — | — |

and the like.

Or else thus. When two Vowels come in the middle of a word, and the sound of neither can be spared, then when you come at the former Vowel make a prick or period in the place of it, and in the place of the latter Vowel write the Character for the Consonant or Consonants that follow: As for example, to write *Quier*, make first the Character for q which is thus (q) then the

former Vowel being I, set a tittle in the place of it, thus (i.) then leave out E, which is the latter Vowel, and set T disjoined in the place of it, thus (t.) To write Peer, make your Character for P, which is thus (p) then make a tittle in the place of O the former Vowel, thus (o.) and set T disjoined in the place of E which is the latter Vowel, thus (t.) As in these,

| | |
|-------|-------------|
| Sion | <i>s̄y</i> |
| Giant | <i>ḡs̄</i> |
| Riot | <i>r̄i</i> |

clothing A

is a

and such like.

and

callables

CHAP. VII.

of. f and v Consonant.

THE Letters I and U are sometimes Vowels, and sometimes Consonants; to know when they are so, take these directions. I, is always a Vowel, when it goeth immediately

mediately before any Consonant, and hath its own proper sound, as in these,

Fire

Shire

Tire

and the like.

And how to use it when it is a Vowel, you have directions before in Chap. 4. and 5.

J, is always a Consonant in the beginning of a word, when either another I, or any other Vowel follows immediately after it, as in these,

Jest

Juyce

James

Jew

and the like.

Also in the middle of a word, it is always a Consonant when a Vowel cometh next after it in the same Syllable, as in these words,

Project

Subject

Rejoyce, and such like.

J, when it is a Consonant it hath the sound of G, as you may see by the former Examples.

The Letter U is a Vowel when it hath its own proper sound, as in these,

Sure
Pure
Usurp

and the like.

But always when it cometh before another Vowel in the same Syllable, and is sounded like f, but somewhat softer, it is a Consonant, as in these,

Vigour
Vital
Vessel
Voyce,

and the like.

Whensoever V is pronounced with the joyning of the upper teeth and the lower lip together, it is a Consonant.

When I and V are Consonants, and are thus sounded, they must be expressed by their proper Characters, as the rest of the Consonants, whether it be in the beginning, middle, or end of words.

CHAP. VIII.

Of Prepositions and Terminations to begin and end long words.

Prepositions & Terminations for long words.

| | | | | |
|--------|---|----|----------|-------|
| Ab | Ⓐ | b | Able | ⓘ bl |
| circum | ἥ | rm | ation | > cn |
| com | ſ | km | citie | Ⓛ et |
| con | ſ | kn | ceive | ⓘ el |
| cor | ἥ | kr | feet | Ⓛ kr |
| coll | ἥ | kl | ference | Ⓛ fe |
| fall | ⠇ | fl | fication | Ⓛ fi |
| for | ⠇ | f | fulness | Ⓛ fs |
| liber | ⠇ | lb | ject | Ⓛ mt |
| pre | ƿ | pr | ing | Ⓛ od |
| per | ƿ | p | lity | Ⓛ li |
| sub | ƿ | bs | ment | Ⓛ mn |
| suff | ȝ | ts | ness | Ⓛ nm |
| sup | ȝ | ps | ous | Ⓛ oo |
| trans | ȝ | ns | sent | Ⓛ sp |
| | | | serve | Ⓛ ese |
| | | | sion | Ⓛ sm |
| | | | soever | Ⓛ so |
| | | | ternal | Ⓛ te |
| | | | ther | Ⓛ th |
| | | | tent | Ⓛ tn |
| | | | ver | ⓘ ud |

The principal end of this Art, being to write much in little time and room, therefore (although the former Rules are sufficient to express any word in any Language, yet) for a better help to speed and exactness in the Art, I have made use (though but of few) of some Prepositions and Terminations for longer words that are most common in use.

And herein I shall save the learner a great deal of pains; for whereas in my former Book, the Propositions and Terminations, as they were more in number, so they were more difficult to be learned, being meer marks that had little or no relation to the Letters: Now in this new way, I have framed every preposition and termination out of the very Letters themselves, so that with very little labour they will be learned: And that the learner may understand how they be all made out of the four & twenty Letters, I have set against the Characters, the Letters of which they are composed. As for example, the preposition *ab*, it is the Character *B* with a tittle in the midst of it, *Circum* is *rm* joyned together, *Com* is made of *K* and *M*, *Con* of *K* and *N*, & so of the rest, as you may see in the Copy.

CHAP.

CHAP. IX.

How to make use of the Prepositions and Terminations.

The same Rules are to be observed in using the Prepositions and Terminations for longer words, that are formerly set down concerning words of one or two Syllables.

First, If a word begin with any of the prepositions, the Character for that preposition must be set down; if a Consonant follow next, it must be joyned to it without taking off the Pen; and then when you come at a Vowel take off the Pen, and set the letter or letters that follow the Vowel, disjoined in the Vowels room: As for example, to write the word *Consume*; make the Character for *Con*, which is thus (S) the next letter S being a Consonant, it must be joyned to *Con* thus (S) and then in the place of the following Vowel, which is U, write M disjoined, thus (S) To write *Condemn*, write *Con* as before, joyn D to the end of it, thus (S) then write M, in the place of E, thus (S) To write *Sublime*, make your Cha-

racter for *Sus*, which is thus (o) joyn L, thus (o) then write M disjoyned in the place of I thus (o) as in these,
Forbid  Fortune 

Translate  Contemn 

and the like.
Secondly, if one of the prepositions come to begin a word, and a Vowel come next after it; write down the mark for the preposition, and then take of the Pen, and write in the place of the Vowel that which followeth, whether it be a letter or a termination: As in these,

| | |
|---|--|
| Correct  | Commission  |
| Colledg  | Suffer  |

and the like.

Thirdly, if two of the marks, that is to say, a Preposition and a Termination, do make up a whole word, and no Vowel come between them, they are both to be joyned together without taking off the Pen: As for example to write *Consent*, write your mark for *Cum*, thus (S) then joyn your Termination for *sent* to it, thus (H) To write *Circumference*, write the preposition for *Cum*,

cum, which is thus (b) then joyn the termination for ference, thus (2) As in these,

Project



Conserve



and the like.

If the word you are to write, have a mark to begin it, and none to end it, then you must make up the latter part of the word with the letters : As to write **Commend**, there is a mark for *Com* to begin it, which is thus (5) but having no mark among the Terminations to end it, you must have recourse to the letters, and set *nd* in the place of E, thus (5^c) To write **Constrain**, you have a mark for *Con* to begin it with, which is thus (5) but having no mark to end it with, you must make it up with the Letters ; therefore joyn *str* to *Con*, thus (2) and then set *N* in the place of *A* disjoyned, thus (2') As in these,

Abstain

Abstain 
 Commit 
 Courage 

and the like.

If you be to write a word that hath a termination to end it, and no Preposition to begin it, then you must begin it with the Letters. As for Example, to write *Lament*, you have never a preposition for *la*, therefore write the letter **L** thus (—) and then in the place of **A** set the termination for *ment* thus (—). To write *Father*, make **F** thus (—) in the place of **A** set the termination for *ther*, thus (—). As in these,

Motion 
 Never 
 Durable 

CHAP. X.

Further Directions for the making the Prepositions and Terminations, and for placing the Vowels in longer words.

First, Those letters or prepositions that are to being words, make them so, as that you take not off the Pen till you come at a Vowel: And write your Characters that begin words, so that you may end them towards the right hand (if it may be) that you may more readily joyn what letters shall follow.

Secondly, When a letter or mark is to be joyned to that which went before, joyn it to that part where you ended the former letter.

Thirdly, In longer words, the Vowels are to be placed about the letter you last wrote, if the word be such as goeth forward in the line towards the right hand : As for example to write the word *Collect*: First write your Character for *Coll*, which is thus (c-) then set C disjoyned in the place of E to the latter part

Part of *Coll* thus (c) not to the former part of it, thus (c) To write *Submit* make *sub*, thus (r-) joyn M, thus (o-) then set T disjoyned in the place of I to the last letter M, thus (o-) not to the mark for *sub*, thus (o-)

Fourthly, when a Termination, or ending of a word hath a Vowel for the first letter of it, *able*, *ation*, *sing*, *out*, &c. It is commonly to be joyned to the letter or mark going before. As in these,

Notable
Vocation
Thing

l
v
br

Unless there come another Vowel immediately before the Termination, and then set the Termination disjoyned in that Vowels room: As in these,

| | | | |
|---------|----|-------|----|
| Pliable | ln | Going | nn |
| Saying | o- | Pious | pw |

and such like.

CHAP. XI.

Of the different use of Characters that resemble one another.

YOU shall sometimes find the same Characters stand for two, or it may be three several things: As for example, the same which is *Rm*, standeth also for *Circum*, and likewise for the word *Remember*. But the different use maketh it easie: When it standeth for *Rm*, as in the double Consonants, it always cometh in the middle or end of a word, and can never be in the beginning. When it standeth for *Circum*, it is alway in the beginning of a word, but can never come to end a word; when it standeth for the word *Remember*, it is always alone by it self without addition of any other letter. So the same Character for *Kl*, standeth in the prepositions for *Coll*, and in the words of the Table for *Call*: but may be easily distinguished, as before, for *Kl* cannot come together to begin a word, *Coll* is ordinarily the beginning, and *Call* is a word by it self: And so you may conceive of the rest.

rest. And this is so far from proving inconvenient, that it is a great help, for by rememb'reing any one thing the Character standeth for, the rest are easily brought to mind.

CHAP. XII.

*Of using Prepositions for Terminations,
and Terminations for Prepositions.*

If any of the Terminations come in the beginning of a word, or any of the prepositions come at the end of a word, you may make use of the Characters for either: As for example, the Character for *Sent* may sometimes be used as a preposition, and sometimes as the Termination; and so the Characters for *per* and *serve*, and others: As in these,

| | | | |
|-----------|---|----------|---|
| Sentence | ↔ | Permit | ↔ |
| Consent | ⤒ | Keeper | ⤓ |
| Translate | ⤑ | Service | ⤔ |
| Entrance | ⤒ | Conserve | ⤒ |

and the like.

In

In all which you may observe that the preposition in the first word, is the termination in the second.

CHAP. XIII.

Of Marks for the Names of the Books in the Old and New Testament.

Though it be little trouble to write the Names of all the Books in the Bible by this Art by Rule, without abbreviation; yet because some have desired it, I have contracted them somewhat shorter, yet every one is made out of the very Letters, as you may see if you peruse them; the Letters out of which each Mark is made, being set just over against it: There are four Books, to wit, *Kings*, *Luke*, *John*, *Jude*, that I have set no Mark for, because being each of one Syllable, they are easily express'd by the ordinary Rule.

Marks

Marks for the names of the Books in the Bible.

| | | | |
|-------------|------|----------|-----|
| Genesis | gn | Obad. | bd |
| Exodus | xd | Jonah | ja |
| Leviticus | lv | Micah | mc |
| Numbers | num | Nahum | na |
| Deuteron. | dtr | Habak. | hb |
| Joshua | js | Zephan. | ze |
| Judges | dg | Haggie | hg |
| Ruth | ruth | Zech. | za |
| Samuel | sm | Malach. | ml |
| Chron. | cri | Marth. | mah |
| Ezra | ez | Mark | mrk |
| Nehem. | nhm | Acts | ac |
| Hester | es | Rom. | rom |
| Job | job | Corinth. | kor |
| Psalms | ps | Gal. | gal |
| Proverbs | pru | Ephef. | ph |
| Ecclesiast. | ek | Phil. | fp |
| Cantic. | cnt | Collos. | cls |
| Isaiah | is | Thessa. | thl |
| Jerem. | im | Timo. | tim |
| Lament. | lmn | Titus | tit |
| Ezekiel | zk | Phile. | fm |
| Daniel | dan | Heb. | hbr |
| Hosea | hs | James | jam |
| Joel | jo | Peter | pt |
| Amos | am | Revel. | rv |

CHAP. XVI.

*Of writing three or four, or more words together,
as if they were one word.*

Sometimes three or four words, or more, may so follow one another, as if they were one continued word : As first, when two, or three, or more words come together that do all end with any Vowel ; then the Consonant that begins the second word, may be set in the place of the Vowel which endeth the first, and the third in the place of the second, &c. As in these.

Do you so too $\sigma\tau\tau$

Do so no more $\sigma\tau\tau$

So he may go $\sigma\sigma\tau$

Or else when the words following begin with any Vowel : As in these.

D

As

As it is in all our actions ፲፻፷፭
 This is of all other Arts ፲፻፻፭
 Which is as old as any one ፲፻፻፭

and such like.

CHAP. XV.

Of marks for usual short sentences.

Concerning short marks for whole Sentences, though many desire to have such, yet I account them but of little use; because by the Rules prescribed in this Art, any thing may be written word for word, as fast as it shall be treatably spoken: And indeed many such marks cannot well be used, because if the speaker vary but one word in the Sentence, either the mark is useless, or else the speaker is wronged, by rendring the sentence in other words than he spake it: therefore I have only set down marks to abbreviate a few parts of sentences which usually are uttered in the very words as I have set them down. And these also are all of them made out of the very letters of this Art, as you may see in these.

The

| | | |
|------------------------|---|-----|
| The Church of God. | ꝝ | cug |
| The People of God. | ꝝ | pg |
| The Kingdom of God. | ꝝ | kng |
| The Kingdom of Christ. | ꝝ | kng |
| The Kingdom of Heaven. | ꝝ | kng |
| The Kingdom of Satan. | ꝝ | kng |
| The Joys of Heaven. | ꝝ | iy |
| The Torments of Hell. | ꝝ | rmh |
| The Power of God. | ꝝ | prg |
| The Truth of God: | ꝝ | tog |
| The Mercy of God. | ꝝ | mrg |
| The Wisdom of God. | ꝝ | wsg |
| The Glory of God. | ꝝ | glg |
| The Honour of God. | ꝝ | ong |
| The Justice of God. | ꝝ | isg |
| The Love of God. | ꝝ | log |
| The Fear of God. | ꝝ | fg |
| The Word of God. | ꝝ | rdg |
| The Works of God. | ꝝ | rkg |
| That is to say. | ꝝ | tt |
| As if he should say. | ꝝ | asf |
| As if it were. | ꝝ | str |
| Jesus Christ. | ꝝ | Je |
| The Lord Jesus Christ | ꝝ | lie |

Many hundreds of such might be added, but these are sufficient to direct the discreet learner, who may add more, or leave these, as he findeth them useful.

CHAP. XIII.

Of the use of Poynting in this Art.

THose that have attained to a competent skill in this Art, will easily apprehend that there is no necessity of Poynting or observing Stops, unless at the beginning of a new head, or matter. But for the help of new beginners, who may make the scruple, I set down these directions.

1. At the end of a full Sentence, either leave a distance, about the space of a word, or else the ordinary prick or period may be used, which is thus (·) But least it should breed mistake, being used sometimes in the end of a word to signifie a Vowel, therefore set it at a distance, a little lower than the line, thus (.)

2. The interrogative Point may be used in the

the common form, as it is in other writing, thus (?)

3. Parenthesis likewise, as it is usually express'd with two semi-circles, thus (). For other poynts of less use, as *Comma* and *Colon*, and the like they may be wholly omitted.

Those that in the writing of Bibles or Testaments, or any thing else, wherein they desire to gain room by continuing the lines, they may at the end of each Verse use this Mark :: and so write on.

C.HAP. XVII.

Concerning Numbers and Figures,

IT was thought by some an inconvenience in my former Book, that some of the Characters used for Figures, were put also for whole words, as the figure 3 for *grace*, 4 for *heart*, 5 for *because*, 6 for *us*. To prevent which, in this Art I make use of none, and therefore any number may be express'd by their proper Figures. Yet if it be a great number, you shall find that it will be easier to express it by Characters than by Figures.

As for Example, If the number be 5, or 10, or 20 thousand, it is sooner set down by the rules of this Art, than by Figures. As in these.

20000

X6

200000

L6

2000000

I, - J

and the like.

C H A P. XVIII.

Of the Table.

I Have herç in this new Art, left out many words that were in the Table of my former Book, they being easily written by the Letters: And yet I have set down as many as are fully sufficient, and those, the most frequent words used in ordinary sentences. And it will be a great ease in learning these, that (as in the former rules, so) every one here are made up of the first Letters, and therefore soon learned; and that the Learner may be

be able to give a reason of every word in this Art, I have in the Table (as in the rest) after the Characters, set down the Letters out of which each Character is made up. The Table is not only composed Alphabetically, in that the words beginning with A are first, B next, and so of the rest; but the words under each letters are set Alphabetically; that is, those whose second Letters are nearest the beginning of the Alphabet, are set down first, and so the rest follow in order. The number of the words of the Table being fewer than before, I thought not fit to put them into a kind of sense as in my former way, being easily retained in memory without it.

*A Table of the usual English words.***A**

Account
Acknowlegd
Action
Admonish
Afflict
After
Against
And
Angel
Anger
Appear
Apostle
Argument
As

ac-
ak
cn
nsh
af
ft
ag
n
ang
ngr
gp
np
arg
a

B

Baptize
Because
Begin
Behold
Believe
Benefits
Between
Bless
But

bp
bc
bg
bo
be
bf
tw
bl
b

C

| | |
|--------------|------|
| Call | sad |
| Can | cl |
| Care | cr |
| Cause | ef |
| Chapter | ch |
| Charity | cy |
| Child | ch |
| Christ | cr |
| Church | cu |
| Comfort | cm |
| Confess | is |
| Congregation | kngr |
| Conscience | co |
| Consider | knr |
| Conversation | fcn |
| Corrupt | krp |
| Covenant | cvt |
| Cross | ks |
| Custom | c |

D

| | |
|----------|------|
| Dark | da |
| Delight | dl |
| Deliver | ddl |
| Destroy | dft |
| Devil | de |
| Diligent | dlg. |

Da

| | |
|----------|----|
| Doe | d |
| Doctrine | dk |
| Dwell | dw |

E

| | |
|---------|----|
| Earth | ch |
| Edifice | ed |
| Effect | ef |
| Egypt | eg |
| Elect | et |
| End | rd |
| Enemie | en |
| Epistle | ep |
| Even | ev |
| Evil | e |
| Example | ex |

F

| | |
|------------|-----|
| Faith | fi |
| Faft | f |
| Fear | fe |
| Feast | fe |
| Flesh | fl |
| For | f |
| Forbear | lb |
| Forgive | fr |
| Foundation | fnd |
| From | fm |

fulfil

Fulfill

↳ ff

Generation
General
Give
Glory
God
Good
Gospel
Grace
Great

↗ gnr
↗ grl
↗ g.
↗ gl
↗ g
↗ oo
↗ gp
↗ gr
↗ gt

H

Hath
He
Heart
Heaven
Help
Heretick
Him
Hypocrite
His
Holy
Holy-Ghost
Humble
Hurt

↗ ht
↗ h
↗ hr
↗ ve
↗ lp
↗ yk
↗ hm
↗ yp
↗ hi
↗ hl
↗ hg
↗ hm
↗ rt

If

| | |
|------------|-----|
| Jefus | je |
| Ignorant | ig |
| Increase | is |
| Iniquity | i |
| Inſtrument | ms |
| Inſtruct | tſr |
| Inward | iw |
| Joy | iy |
| Is | i |
| Judg | dg |
| | |
| Keep | kp |
| King | k |
| Kingdom | kng |
| Know | kn |
| | |
| Law | lw |
| Life | lf |
| Like | li |
| Long | lg |
| Lord | l |
| | |
| Made | md |
| Magistrate | mag |

Man

| | |
|-----------|-----|
| Man | ma |
| Meditate | me |
| Mercy | mi |
| Mind | mn |
| Minister | mof |
| More | mr |
| Mortal | mo |
| Most | st |
| Multitude | mul |
| Must | mf |

N

| | |
|-----------------|------|
| Name | nam |
| Neglect | negl |
| Necessity | nec |
| Nevertheless | ne |
| Not | nt |
| Nothing | no |
| Notwithstanding | ntw |
| Now | nu |
| Number | num |

O

| | |
|------------|------|
| O | o |
| Of | of |
| Observe | obs |
| Omnipotent | omit |
| Or | or |

Order

| | | |
|---------|---|-----|
| Order | ४ | rdr |
| Our | ५ | de |
| Outward | ६ | wa |
| Over | ७ | o |

| | | |
|------------|----|------|
| Patient | ८ | pe |
| Pafs | ९ | p |
| People | १० | po |
| Particular | ११ | prt |
| Place | १२ | pl |
| Pray | १३ | pr |
| Principal | १४ | p-- |
| Protect | १५ | pro |
| Provide | १६ | prti |
| Prove | १७ | or |
| Publick | १८ | pb |
| Purpose | १९ | pf |

| | | |
|----------|----|----|
| Qualifie | २० | qa |
| Quantity | २१ | qn |
| Quarter | २२ | qt |
| Question | २३ | qu |

| | | |
|---------|----|----|
| R | | |
| Ready | २४ | ri |
| Regard | २५ | rr |
| Rejoyce | २६ | re |

Religion

| | | |
|-----------|----|-----|
| Religion | r | rl |
| Remember | h | rm |
| Repent | hp | rp |
| Reprobate | w | ro |
| Reprove | h | rf |
| Reward | k | rw |
| Righteous | n | rg |
| S | | |
| Sacrifice | or | si |
| Salvation | oz | sal |
| Sanctifie | o7 | snt |
| Scorn | o2 | sd |
| Scripture | o2 | sk |
| Secret | o7 | sc |
| Self | u | uf |
| Self-love | u | sf |
| Several | ot | frl |
| Shall | oo | sh |
| Signifie | o8 | sy |
| Sin | o9 | f |
| Small | o9 | sm |
| Soul | o9 | sl |
| Stand | o7 | sn |
| Strong | o7 | str |

| | | | |
|------------|---|------|-------|
| | i | T | ainis |
| Tast | i | t | as |
| That | i | t | at |
| The | i | t | te |
| Them | i | tm | tem |
| Themselves | 3 | temf | temf |
| Then | 5 | tn. | tn. |
| These | 7 | nh | nh |
| Think | 6 | nk | nk |
| This | 2 | y | y |
| Those | 8 | tf | tf |
| To | 3 | to | to |
| Torment | 4 | trm | trm |
| Trouble | 5 | tbl | tbl |
| Truth | 6 | th | th |
| Turn | 7 | fn | fn |
| | V | | |
| Verse | v | vd | vd |
| Understand | v | und | und |
| Unto | v | un | un |
| Voyce | v | vo | vo |
| Up | v | n | n |
| | W | | |
| Walk | w | lk | lk |
| Was | w | w | w |
| What | w | wt | wt |

When

| | |
|--------|-----|
| When | wn |
| Where | wr |
| Which | wth |
| Whom | om |
| Wicked | wk |
| With | wh |
| Wife | wi |
| Word | rd |
| Work | rk |
| Wrold | wd |

| | |
|---------|----|
| Worship | wo |
| Would | wl |

| | |
|------|----|
| Ye | y |
| Yet | yt |
| Your | yr |

| | |
|------|---|
| Zeal | z |
|------|---|

CHAP.

CHAP. XIX.
*Some Observations concerning the
words in the Table.*

When you have occasion to compound any of the simple words in the Table, you may make the Character of the simple word, and add the rest out of the Letters or Terminations: as for example, The first word in the Table, which is *Acknowledge*, which is thus (ꝝ) if you be to write *Acknowledging*, joyn the Mark for *ing* to it, thus (ꝝꝝ) if it be *Acknowledgeth*, make the mark for *Acknowledge*, as before, and then set *th* disjoyned in the place of *e*, thus, (ꝝꝝꝝ) The second word in the Table is *Afflict*, if you be to write *Affliction*, make the mark for *Afflict*, which is thus, (ꝝ) then joyn *sion* to it, thus, (ꝝꝝ) if it be afflicted, set *d* in the place of *e* disjoyned, thus, (ꝝꝝꝝ) and so of the rest.

For the plural Number, although *s* come conveniently after most Letters, yet because it may sometimes be harder to joyn, you may make a Prick or Period behind the whole word,

word, as thus,

| | | | |
|----------|-----|----------------|----|
| Causes | ·2- | Ends | ·4 |
| Churches | ·7 | Effects | ·8 |
| Benefits | ·2 | Epistles | ·6 |
| | | and such like. | |

CHAP. XX.

General Rules for abbreviation, by leaving out Letters, Syllables, or words.

IN this Art we write only so many Letters in a word, as may serve to sound that word, and leave out the rest as superfluous.

As for example, these Letters may be left out in these words following.

- A in seat, neat, leaven.
- B in womb, comb.
- C in schim, acquit.
- D in lodge, trudg.
- E in empty, ensue.
- G in streight, weight.
- H in Christian, inhabit.
- I in juice, neither.
- K in lack, fuck.
- L in blame, Calfe.

N in solemn, condemn.

O in trouble, people.

P in tempted, empty.

S in baptism, isle.

T in reflect, object.

U in rogue, build.

VV in wrong, wrath, flow.

Y in pray, day, lay.

Secondly, In some words two letters, or more, may be left out, and yet the word sounded; *ch* may be left out in *Schism*, *gb* in night, taught; *ugb* in thought, sought; *ou* in harbour, labour.

Thirdly, In some words a whole Syllable may be left out: As for *Vehement*, write *Ve-*
ment, for *Abraham*, *Abram*; for *Vittal*,
Vittal, &c.

Fourthly, Sometimes Letters may be charged for others that sound like them, and are shorter; As F is found in the beginning of a word, like *ph*, and may be written instead of them: As for example, for *Pharoh*, write *Faroh*; for *Phantasie*, *Fantasie*; for *Phillip*, *Fillip*, &c. Likewise in the end of a word F is sometimes sounded like *ugb* and may be written for them: As in these, for *Rough*, write *Ruf*; for *Tough*, write *Tof*, &c. K hath
the

the sound of ch, and may be written for them. As for Hierarchy write Hierarky : for choler, Koler, &c. X hath the sound of divers of the double Consonants, and may be written in their stead ; As for example, it is sonodded like cc in access, accident ; like ss in Paxts, Effects ; like cks in Mocks, Blocks ; for which you may write, Axcess, Axident, Pax, Effex, Mox, Blox, &c. And commonly when S cometh immediately after X, they together have the sound of X, and that may be written for them.

Fifthly, E may be left out in many words, In the beginning of words, when the sound of it is drowned in the following Letter, as always before X. As in Extream, Excell, Exceed, for which write Xtream, Xcell, Xceed. Also when it cometh before M, N, or S, in the beginning of a word, it may for the most part be left out,

Sometimes E may be spared in the middle of a word : As for Alter, Flatter, write Altr, Flattr.

In the end of a word it may be always left out, if it serve only to make the Syllable long, as in these, Fear, Shame, These, Due, and such like.

Sixthly,

Sixthly, when a Consonant is doubled, one may be left out ; as for *bb ff ll* write *b f l*, as for *stabb*, write *stab*, for *affect affect*, for *Colledg Coledg &c.*

Seventhly, In the end of some words, two or three Syllables may be left out, and yet no hinderance in reading of them : As for *Ineomparable*, write *Incompar.* *Unutterable*, write *Unutter.* for *Transubstantiate*, *Transubstan. &c.* But be sure that which you leave out be in the end of the word, not in the beginning, or middle.

Lastly, in some Sentences, whole words may be omitted, which yet in reading must be implied. As in these.

In the beginning God created the Heavens and the Earth, for which you may write *In beginning God created Heavens and Earth.* And for this, *God so loved the World, that he sent his Son*, write, *God so loved World, that he sent Son, &c.* Those that will make use of this direction most take heed they leave out no principal word in a sentence, but such as the sense will bring it, which must be discerned by the discretion of those that use it, and then it will prove a great help, espicially when you write after one that speaketh too fast for you.

Thus by the blessing of God, I have finished this new *Art of Short Writing*, wherein I have made every thing as plain and easie as is possible to do in Black and White.

F I N I S,



The Lord's prayer.

Our Father which art in heaven,
Hallowed be thy name.
Thy kingdom come.
Thy will be done.
Give us this day our daily bread,
And forgive us our trespasses,
As we forgive them that trespass against us.

The Articles of the
Creed.

I believe in God the Father almighty,
Creator of heaven and earth.
And in Jesus Christ his only Son our Lord;
Who was conceived by the Holy Ghost,
Born of the Virgin Mary;
Suffered under Pontius Pilate;
Was crucified, dead and buried;
He descended into hell;
The third day he rose again from the dead;
He ascended into heaven;
And sitteth at the right hand of God the Father almighty;
From thence he shall come to judge the quick and the dead.

Amen.

The ten Commandments.

1. Thou shalt have no other gods before me.
2. Thou shalt not make unto thee any graven image, or any like thing, in the likeness of any other thing that is in heaven above, or in the earth beneath, or in the water under the earth.
3. Thou shalt not bow down to it, nor serve it, for I the Lord thy God am a jealous God, visiting the iniquity of the fathers upon the children unto the third and fourth generation of them that hate me; but showing mercy unto thousands of them that love me and keep my commandments.
4. Thou shalt not take the name of the Lord thy God in vain; for the Lord will not hold him guiltless that taketh his name in vain.
5. Remember the Sabbath day, to keep it holy.
6. Six days shalt thou labour, and do all thy work:
7. But the seventh day is the Sabbath of the Lord thy God: in it thou shalt not do any work, thou, nor thy son, nor thy daughter, thy manservant, nor thy maidservant, nor thy cattle, nor thy stranger that is within thy gates:
8. For in six days made the Lord thy God all the works of creation, and on the seventh day he rested; wherefore the Lord blessed the Sabbath day, and hallowed it.

